

MEMORANDUM

DEPARTMENT OF TRANSPORTATION

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Date: December 7, 2012

To: Transportation Commission Asset Management Committee

From: David C. Wieder, P.E., Maintenance and Operations Branch Manager

Subject: Fleet Management in SAP

At the November 15 meeting of the Asset Management Committee of the Transportation Commission, the Committee requested a report on Fleet Management in SAP. This memorandum provides a status of tracking fleet equipment in SAP and an overview of improvements in progress.

Following the Commission's approval for additional fleet funding in the summer of 2012, Director Hunt and the Commission directed staff to put a Fleet Management system in place by February of 2013. CDOT's Information Technology Management Team (ITMT) considered options and directed that improvements for fleet should be part of SAP. A consultant proficient in SAP fleet maintenance has been brought in to improve the way CDOT identifies which equipment needs to be replaced. The cost for the consultant's work is \$54,000 and is funded through CDOT's SAP budget. The consultant's work began October 22 and is expected to be completed by December 17; the resulting SAP changes including all reports should be in use by the end of February.

When SAP was implemented at CDOT in late 2006, the Maintenance module began tracking work orders for all maintenance activities. The benefits for CDOT's maintenance staff from SAP are considerable and include: weekly updates on MLOS funds statewide in the Management Cockpit, by maintenance section and MPA; easily accessible data for information requests from the press, the public and senior management; the repair and usage history for each piece of equipment for the mechanics, and information on how we maintain our roadways including expenditures, roadway condition, and where backlog work is needed.

Since SAP Go-Live in 2006, CDOT staff has been able to track and report on each piece of fleet equipment, including:

- Equipment ID and description
- Manufacturer
- Acquisition date
- Usage data (mileage or hours)
- Replacement date
- Acquisition value
- Maintenance Costs

While the data specifically for fleet equipment has been captured, the new changes will facilitate reporting for fleet replacement decision-making. Procedural enhancements are also being

developed for the mechanics that will make it easier and faster for them to enter data as equipment is repaired or replaced.

The enhancements in progress for fleet are:

- Fleet-specific work orders (streamlined work orders used only for fleet)
- Reports recommending vehicles for replacement
- Maintenance management for the shop supervisors, deputies, superintendents and maintenance and operations staff

Once the consultant's work is finished on December 17, CDOT and OIT staff will implement the recommended changes to the Maintenance module. The work order changes will be completed and training will be available to all maintenance staff through an eLearning (online) Maintenance Work Order class available in January. The reporting changes are expected to be completed by February 28.